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Supervisor



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**Councilmembers**  
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716-741-8929

## REQUEST FOR PROPOSAL

The Town of Clarence, New York, is requesting price quotes for the digital output and installation of custom vehicle graphics for Town vehicles over the period of 1 year. The Town of Clarence, New York is requiring bids be based on a per vehicle and installation cost structure.

### SCOPE OF PROJECT

Vinyl graphics are to be output and installed on 28 Town vehicles that range from the Ford Focus to Ford and Chevrolet Pickup Trucks. Installation will be performed either on vendor premises or on location at a Town facility.

### GRAPHICS

Full color, high resolution PDF or EPS graphics files will be supplied by the Town of Clarence for output to weather proof vinyl. Graphics will range in size from 6-inches X 6-inches to 90-inches X 12-inches. Graphics to be output and installed on both side of vehicles.

### ESTIMATE ACCEPTANCE

Statements of Cost Proposal will be accepted by the Town of Clarence, Town Supervisor's Office, One Town Place, Clarence, New York 14031 until 3:30 p.m. local time - Monday, November 30, 2009.

### FORM OF PROPOSAL

To be considered responsive, the Form of Proposal submitted shall conform to the following format:

#### EXPERIENCE

The respondent shall list:

- Past municipal related projects
- Past projects of a similar nature
- Specifications of vinyl to be used
- References, names, phone numbers, email addresses
- Per vehicle project cost quote

#### SUBCONTRACTORS

If subcontractors are to be utilized indicate what tasks they are to perform and their related experience to this project as outlined. Supply names, phone numbers or email addresses.

Please comply with the format requested or you may be considered nonresponsive.  
Questions may be directed to the Town Supervisor's Office at 716-741-8930

### Examples

